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Transportation

**RECEIPT/SHIPMENT OF MUNITIONS
AND EXPLOSIVES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction assigns responsibilities and establishes procedures for the processing and handling of all categories (including Safe Haven, Refuge and Secure Holding), of munitions and explosives excluding nuclear. This instruction further implements the requirements of DOD 4500.9R, Part II, *Defense Transportation Regulation*, Chapter 205 concerning the movement of conventional munitions/explosives and procedures for processing Secure Holding requests from commercial carriers transporting Department of Defense arms, ammunition and other sensitive items. This instruction applies to 45 SW/SE (Wing Safety); 45 SW/CP (Command Post); 45 CES/CED (Explosive Ordnance Disposal); 45 CES/CEF (Fire Protection); 45 SFS/SFO (Security Forces); 45 OSS/OSAB (Base Operations); Detachment 1 45 MSG/CC; SVT/CCG Ordnance Services (CCAFS) and 45 LRF, LOGOPS Contract. This publication does not apply to US Air Force Reserve units.

1. References.

- 1.1. DOD 4500.9R, Part II, *Cargo Movement*.
- 1.2. AFI 24-201, *Cargo Movement*.
- 1.3. AFMAN 24-204, *Preparing Hazardous Materials for Military Air Shipment*.
- 1.4. AFDPO 24-2, *Preparation and Movement of Air Force Materiel*.
- 1.5. Title 49, *Code of Federal Regulations*, Parts 100-199.
- 1.6. AFI 25-201, *Support Agreements Procedures*.
- 1.7. AFI 31-101, *The Air Force Installation Security Program (FOUO)*.
- 1.8. 45 SWI 31-102, *Patrick Air Force Base Installation Security*.
- 1.9. AFMAN 32-4004, *Emergency Response Operations*.
- 1.10. AFMAN 91-201, *Explosives Safety Standards*.

- 1.11. 45 SW Base Support Plan 10-404, *Base Support Plan*.
- 1.12. DOD 6055.9-STD, *DOD Ammunition and Explosive Safety Standards*.
- 1.13. DOD 5100.76-M, *Physical Security of Sensitive Conventional Arms, Ammunition and Explosives*.

2. Responsibilities:

2.1. Installation Commander will:

- 2.1.1. Ensure transportation, security forces, disaster preparedness, civil engineering, munitions, environmental, and safety personnel develop and implement local policy in support of DOD requirements to assure the safe handling and security of DOD munitions and other sensitive cargo.
- 2.1.2. Establish written standard operating procedures applicable to all personnel granting secure holding to carriers transporting arms, ammunition, and other sensitive items.
- 2.1.3. In the interest of public safety and national security, the installation commander will provide assistance to commercial carriers transporting arms, ammunition, and explosives (AA&E) by providing secure holding areas.
- 2.1.4. Ensure that under emergency/contingency and FPCON BRAVO, CHARLIE, or DELTA, vehicles transporting AA&E are allowed access and escorted to appropriate secure holding areas for temporary parking.
- 2.1.5. During FPCON Normal and ALPHA, if the installation cannot accommodate the carrier's vehicle, the installation will assist the carrier in locating the nearest alternate location capable of providing secure holding.

2.2. The 45th Security Forces will:

- 2.2.1. Ensure minimum required security standards are provided in accordance with DOD 5100.76-M and implementing service directives.
- 2.2.2. Ensure positive control of AA&E and sensitive shipments entering Patrick AFB and notify appropriate agencies of arriving shipments.
- 2.2.3. Visually inspect carrier vehicle, IAW Security Forces directives, prior to the vehicle being directed to the proper location for downloading or processing IAW Secure Holding requirements.
- 2.2.4. When required, provide constant surveillance of vehicles carrying AA&E or other sensitive material. During increased FPCON, 45 SFS/SFO will provide increased protection measures on a case-by-case basis.
- 2.2.5. Assist, when required, carrier vehicles seeking Secure Holding and make proper notification.

2.3. The 45 SW Command Post will:

- 2.3.1. When notified by the Military Traffic Management Command (MTMC) Carrier Assistance Office that a carrier is requesting Secure Holding, coordinate with appropriate base agencies to provide secure parking and security surveillance.

2.4. LOGOPS Contractor will:

2.4.1. Provide storage, shipment, and receipt of munitions/explosives in accordance with the LOGOPS Contract, F08650-01-C-0058-P00002, and applicable Department of Defense and Air Force Regulations.

2.4.2. Coordinate the shipment and receipt of munitions/explosives with appropriate Patrick AFB agencies.

2.4.3. Update, as required, the Military Traffic Management Command (MTMC) Terminal Facilities Guide (TFG) to provide accurate information to Department of Defense shipping agents.

2.4.4. Coordinate with Cape Canaveral AFS Ordnance Services on the shipment and receipt of 45 SW munitions/explosives shipments.

2.4.5. Coordinate and prepare for shipment 45 SW arms, ammunition and explosives stored by Cape Canaveral AFS Ordnance Services.

2.4.6. Ship and receive munitions in accordance with LOGOPS Contractor Special Operating Instruction LGRT 91-1.

2.5. The 45th Civil Engineering Squadron will:

2.5.1. Provide fire fighting support when required.

2.5.2. When necessary, provide explosives ordnance disposal support of munitions.

2.5.3. Provide safety guidance, training, and technical advice concerning explosive safety.

3. Procedures For Shipments Arriving During Normal Duty Hours.

3.1. Shipments of munitions/explosives will be processed by the LOGOPS Contractor during receiving hours published in the MTMC Terminal Facilities Guide. Published receiving hours are Monday to Friday 0730-1530, except holidays.

3.2. Shipments of munitions/explosives will enter/exit via the Patrick AFB South Gate only. Shipments arriving at other gates will be redirected to the South Gate.

3.2.1. Security Forces personnel will determine if the shipment is destined for/consigned to Patrick AFB.

3.2.2. If the shipment is a Patrick AFB shipment or if there is a question as to the destination of the shipment, the Security Forces will contact the LOGOPS/LGRSM Munitions Storage Area (MSA) at extension 494-4313.

3.2.3. Based on the class/division of munitions being received, Munitions Storage personnel will advise the Security Forces on the disposition of the shipment.

3.2.3.1. Shipments of class/division 1.1 or 1.2 munitions destined for Patrick AFB and all classes of munitions/explosives for Cape Canaveral AFS Ordnance Services will be directed to the Cape Canaveral AFS South Gate.

3.2.3.1.1. LOGOPS/LGRSM will contact Cape Canaveral AFS Ordnance Services to advise them of the incoming shipment.

3.2.3.1.2. Cape Canaveral AFS Ordnance Services will perform the required vehicle inspection, receive the shipment for storage and advise LOGOPS/LGRS of the shipment arrival and forward the required shipping documents.

3.2.3.2. Shipments of class/division 1.3 or 1.4 munitions/explosives destined for Patrick AFB will be detained by the Security Forces and inspected as required.

3.2.3.2.1. LOGOPS/LGRSM MSA personnel will escort the carrier's vehicle to the Vehicle Holding/Inspection Area on the south end of the MSA. MSA personnel will inspect the delivering vehicle, as required, if the shipment requires processing for air shipment, the truck will be escorted to the north side of building 820 for access to the 820 ramp. If the shipment is destined for Patrick AFB the ordnance contractors will proceed to download the vehicle. LOGOPS/LGRSM will advise LOGOPS/LGRTS (Freight Services) of the shipment arrival and forward them the required shipping documents.

4. Commercial Carrier Assistance During Emergencies and After Normal Duty Hours.

4.1. The procedures outlined below will be followed for commercial truck carriers arriving at Patrick AFB during emergencies and for carriers arriving after normal duty hours.

4.2. Secure Holding (Formerly Safe Haven).

4.2.1. DOD facilities that meet AA&E shipping and receiving criteria as published in the Terminal Facilities Guide are required to assist commercial carriers transporting AA&E, classified materials, and Controlled Cryptographic Items (CCI) by providing secure holding areas in the interest of public safety and national security.

4.2.2. Carriers may seek secure holding during emergencies or other circumstances beyond the carrier's control, for delivery or awaiting shipment loading, or while in transit.

4.2.3. When considering carrier requests for assistance, installation commanders must take into account the current FPCON and the security requirements therein as well as quantity distance safety requirements, depending upon the commodity, and net explosive weight of any explosives involved.

4.2.4. Types of Secure Holding Areas.

4.2.4.1. Secure Explosives Holding Area for Motor Vehicles Transporting Ammunition and Explosives. An area designated for the temporary parking of commercial carriers' motor vehicles transporting DOD owned arms, ammunition and explosives. To provide secure holding of CAT I and II AA&E, the area must be under constant surveillance or be equipped with intrusion detection systems/closed circuit television. Secure explosives holding areas must meet site approval requirements of paragraph C5.5.9, DOD 6055.9-STD, DOD Ammunition and Explosives Safety Standards.

4.2.4.2. Secure Non-Explosives Holding Area. An area designated for the temporary parking of carriers' motor vehicles transporting categorized commercial DOD Arms, classified (Secret or Confidential) materials and CCI. The holding of HD 1.4S materials without regard to QD is permitted. The site does not require DOD Explosives Safety Board site approval.

4.2.5. Munitions Carrier Access to DOD Installations in Response to Emergencies/Contingencies and FPCON BRAVO, CHARLIE, and DELTA.

4.2.5.1. Under these conditions, the AA&E-laden motor vehicle will be allowed access, and that vehicle will be escorted to the secure holding area for temporary parking. If the vehicle contains CAT I or CAT II AA&E, a secure holding area with IDS or CCTV will be required. If

such an area is not available, arrangements will be made to post a 24-hour guard in lieu of the IDS (Intrusion Detection System) or CCTV (Closed Circuit Television).

4.2.6. During FPCON NORMAL AND ALPHA, if for any reason the installation cannot accommodate the carrier's vehicle, the installation is required to provide assistance in locating the nearest alternate DOD installation or DOD Contractor activity capable of providing secure holding.

5. Processing Secure Holding Requests.

5.1. Prior to arriving at Patrick AFB carriers requesting Secure Holding should contact the MTMC Carrier Assistance Hotline, 800-524-0331. They may also contact the MTMC Operations Center, Commercial 757-878-7555/8141 or DSN 826-7555/8141. MTMC will then contact the appropriate military installation. The MTMC Operations Center will normally contact the installation commander or command post.

5.2. If a carrier should contact, by telephone, Patrick AFB Command Post, Patrick AFB, Cape Canaveral AFS Security Forces, Patrick AFB Munitions Storage Area, Cape Canaveral AFS Ordnance Services or LOGOPS Contractor Freight Services, the carrier will be referred to the MTMC Carrier Assistance Hotline.

5.3. If a carrier should present himself at any Patrick AFB or Cape Canaveral AFS entrance gate-requesting assistance, Security Forces personnel will immediately contact the Patrick AFB Command Post. The Command Post will contact the MTMC Operations Center. The Command Post will provide MTMC with appropriate carrier information and description of the carrier's cargo. MTMC will provide a recommended disposition of the load to the Command Post and transporting carrier.

5.3.1. Carrier vehicles will be directed to the Patrick AFB or Cape Canaveral AFS South Gate unless circumstances do not allow, i.e. security threat, vehicle mechanical problems.

5.3.2. Security Forces will obtain as much information as possible from the carrier, i.e. name of company, name of drivers, type, class and quantity of AA&E or other classified/sensitive cargo.

5.3.3. Security Forces at Patrick AFB or Cape Canaveral AFS will inspect the delivering carriers vehicle as required by Security Forces directives.

5.3.4. At Patrick AFB, class/division 1.1 and 1.2 will be provided Secure Holding at Hot Cargo Pad #1. Class/Division 1.3 and 1.4 will be provided Secure Holding in the Munitions Storage Area (MSA).

5.3.5. At Cape Canaveral AFS, the primary Secure Holding area, for all classes/divisions of AA&E, are the FSA-2 holding areas, east holding is established for 1.2.2, 1.3, and 1.4, NDTL holding area has limited amount of 1.1, 1.2.X, 1.3, and 1.4. The secondary Secure Holding area, for all classes/divisions of AA&E, is Complex 31/32.

5.3.6. If the vehicle arrives during duty hours, Security Forces personnel will advise the Patrick AFB MSA or Cape Canaveral AFS Ordnance Services, as applicable, and coordinate the intended storage site. This call is for information only to advise the munitions areas that a carrier and his vehicle have requested and been granted secure holding, and where they will be located. Security Forces will provide security as required by regulations and current FPCON.

5.3.7. If the vehicle arrives after duty hours, Security Forces personnel will advise the 45 SW Command Post where the carrier will be located. This information will be provided by the Com-

mand Post to the LOGOPS After-Hours-Duty Supervisor or LOSC Operations Center as applicable. This call is for information purposes only to advise the munitions areas that a carrier has requested and been granted secure holding and where they will be located. Security Forces will provide security as required by regulations and current FPCON.

5.3.8. IAW DOD 4500.9R, Part II, Chapter 205, each carrier granted secure holding will be appraised of their responsibilities. See [Attachment 1](#).

5.4. Other Notification Requirements.

5.4.1. Security Forces will advise the Fire Department and Wing Explosive Safety of the location of the shipment, class/division of explosives, and quantity.

5.4.2. If the vehicle carrying AA&E requires downloading for any reason, the 45 SW Command Post will contact, during duty hours, the Patrick AFB Munitions Storage Area or Cape Canaveral AFS Ordnance Services. After-hours requests for downloading will be coordinated by the Command Post through the LOGOPS After-Hours-Contact or LOSC Operations Center as applicable.

6. Receipt/Shipment Of Explosives By Air.

6.1. LOGOPS Contractor/Air Terminal will coordinate with the 45 SW Airfield Operations and Command Post the parking location of all aircraft arriving/departing with munitions/explosives. See [Attachment 2](#) for authorized loading sites and limitations.

6.2. Incoming munitions/explosives for the LOGOPS munitions account will be downloaded and transferred to the MSA as soon as possible.

6.3. Munitions/explosives being shipped to Antigua and/or Ascension will be coordinated by the LOGOPS Air Terminal with the Fire Department and Security personnel at the downrange locations.

6.4. Only munitions/explosives authorized by the current explosives license will processed and stored in the Air Terminal. Munitions/explosives not permitted in the Air Terminal will be picked up by LOGOPS MSA personnel, Cape Canaveral AFS Ordnance Services, or the receiving unit, as applicable. Air Terminal personnel will coordinate the pickup of terminating munitions/explosives.

6.5. Munitions/explosives may be stored in the Air Terminal as per the current explosives license. The Base Fire Department will be notified whenever munitions/explosives are placed in or removed from the secure storage area in the Air Terminal.

EVERETT H. THOMAS, Colonel, USAF
Vice Commander

Attachment 1

SECURE HOLDING POLICY FOR CARRIERS TRANSPORTING DOD AA&E

A1.1. Reference: DOD 4500.9R, Part II, Chapter 205.

A1.2. Granting of secure holding does not relieve the carrier of liability under the Bill of Lading contract for carriage.

A1.3. The US Government does not assume responsibility for the shipment or carrier equipment so long as the terms and conditions of providing secure holding are not inconsistent with those of the Bill of Lading contract for carriage.

A1.4. It is within the prerogative of the installation commander to require carrier personnel to remain with the vehicle to fulfill Transportation Security (TPS) requirements.

A1.5. The secure holding is strictly temporary in nature and the vehicle must be removed as soon as the activity commander or appropriate civil authority determines that the shipment is no longer required to remain in the area.

Attachment 2

MUNITIONS/EXPLOSIVES HOLDING/LOADING SITES

A2.1. Patrick AFB.

A2.1.1. Hot Cargo Pad (HCP) Number 1: Located at the approach end of runway 11, midway to runway 20, and sited for the following ordnance.

Table A2.1. Hot Cargo Pad (HCP) Number 1.

HC/D	NEW
1.1	30,000 pounds
1.2.1	25,000 pounds
1.2.2	100,000 pounds
1.2.3	100,000 pounds
1.3	100,000 pounds
1.4	Physical Capacity

A2.1.2. Hot Cargo Pad Number 2: Located on the approach end of runway 20 and sited for the following ordnance.

Table A2.2. Hot Cargo Pad Number 2.

HC/D	NEW
1.1	None
1.2.1	190 pounds
1.2.2	10,000 pounds
1.2.3	50,000 pounds
1.3	50,000 pounds
1.4	Physical Capacity

A2.1.3. Hot Cargo Pad Number 3: Located on the west side/ramp of building 820 and sited for the following ordnance:

Table A2.3. Hot Cargo Pad Number 3.

HC/D	NEW
1.1	None
1.2.X	None
1.3	3,000 pounds
1.4	Physical Capacity

A2.1.4. Hot Cargo Pad Number 4: Located on the Juliet taxiway at the intersection of Mike taxiway and sited for the following ordnance.

Table A2.4. Hot Cargo Pad Number 4.

HC/D	NEW
1.1	None
1.2.1	190 pounds
1.2.2	10,000 pounds
1.2.3	50,000 pounds
1.3	50,000 pounds
1.4	Physical Capacity

A2.2. Cape Canaveral AFS - Skid Strip.

A2.2.1. Hot Cargo Pad: Located in the middle of the east/west runway, and sited for the following ordnance.

Table A2.5. Hot Cargo Pad.

HC/D	NEW
1.1	30,000 pounds
1.2.1	25,000 pounds
1.2.2	100,000 pounds
1.2.3	100,000 pounds
1.3	100,000 pounds
1.4	Physical Capacity

A2.2.2. Pegasus Parking Spot: Located on the northeast end of the parking ramp, and sited for the following ordnance

Table A2.6. Pegasus Parking Spot.

HC/D	NEW
1.1	30,000 pounds
1.2.1	25,000 pounds
1.2.2	100,000 pounds
1.2.3	100,000 pounds
1.3	100,000 pounds
1.4	Physical Capacity